



**North Carolina Department of Health and Human Services  
Division of Mental Health, Developmental Disabilities and Substance Abuse Services**

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Beverly Eaves Perdue, Governor  
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Leza Wainwright, Director

April 27, 2009

**MEMORANDUM**

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**TO:** LME SA Points of Contact  
LME MH Points of Contact  
LME Directors

**FROM:** Sandee Resnick, Acting Accountability Team Leader

**SUBJECT:** 2008/2009 Monitoring of Substance Abuse and Community Mental Health  
Services Federal Block Grants

Between May 18, 2009 and June 30, 2009, the NC Division of MH/DD/SAS will Conduct LME compliance monitoring for a variety of elements related to federally funded Substance Abuse and Mental Health Programs.

The LMEs, for all contract providers of the Programs listed below who received funding for Fiscal Year 2008/2009, must ensure that sufficient documentation to adequately respond to the questions on each of the Program tools is present at the review site.

- **CASAWORKS**
- **SAFE AND DRUG FREE SCHOOLS**
- **SAPTBG PREVENTION**
- **SAPTBG TREATMENT PROGRAM** (for women who are pregnant and/or have dependent children)
- **SAPTBG TREATMENT PROGRAM** (for IV Drug Users)
- **WORK FIRST**

The LMEs will provide, on site, two (2) records from each provider of services listed below that show compliance with the questions listed on the monitoring tool. These individuals should have been admitted to the program after 7/1/08.

- **CASAWORKS**
- **MAJORS**
- **SAFE AND DRUG FREE SCHOOLS**
- **WORK FIRST**

**In addition to the above, the LMEs will also provide, on site, the records as listed below:**



- **SAPTBG Individual:** The LME will provide, on site, from each SAPTBG contract provider one (1) record from each of the following special categories (for a total of 3 records): IV Drug User, Adult, and Child that show compliance with the questions listed on the monitoring tool. These individuals should have been admitted to the program after 7/1/08.
- **WOMENS' SET ASIDE FUNDS (WSAF):** The LMEs will provide, on site, one (1) record from each WSAF contract provider from each of the following special categories (for a total of 2 records): dependent children and pregnant women, for a total of two records. If one of the special categories is not available, please provide 2 within the remaining category, which show compliance with the questions listed on the monitoring tool. These individuals should have been admitted to the program after 7/1/08.

In addition to the SAPTBG monitoring we will conduct a review of the Community Mental Health Services Block Grant (CMHSBG). The LME must ensure that sufficient documentation to adequately respond to the questions on the CMHSBG Program tool is present at the review site.

For CMHSBG Individual reviews, the LMEs must provide one (1) service record from 10 separate contract providers (for a total of 10 service records) with a representation of both child and adult services from contract providers who received funding for Fiscal Year 2008/2009. The LME must ensure that sufficient documentation to adequately respond to the questions on the Program tool is present at the review site.

Please find below the schedule for the first three weeks of the monitoring. If your LME is not listed, you will be contacted by the Team Leader to inform you of your scheduled date.

Date	LME	LME	LME	LME
May 18-19	Eastpointe (3)	ACR (4)		
May 20-21	Johnston (3)	Wake (4)		
May 26-27	Beacon (3)	Durham (4)		
May 28-29	ECBH (3)	OPC (4)		
June 1-2	SER (2)	Onslow Carteret (2)	Centerpoint (2)	Smoky (2)
June 3-4	Cumberland (2)	Southeastern Center (2)	Guilford (2)	Western Highlands (2)

Since the providers vary from LME to LME it will be necessary for each LME to schedule their providers to ensure an orderly process. To help you schedule providers we have included in parentheses above the number of reviewers at each site. Those LMEs not listed above will have two (2) reviewers.

At the completion of the Block Grant reviews, the team will leave copies of any items reviewed and found out of compliance. This is an informal notification of out-of-compliance findings. Please note that revisions to the on-site findings may be made following later review of documentation by a monitoring Team Leader.

If you have any questions regarding the upcoming monitoring please feel free to call or email Jerry Walton at 919-218-4463, [jerry.walton@ncmail.net](mailto:jerry.walton@ncmail.net), Jeff Howett at 252-560-1085, [jeff.howett@ncmail.net](mailto:jeff.howett@ncmail.net), Barbara Flood at 919-218-3872, [Barbara.flood@ncmail.net](mailto:Barbara.flood@ncmail.net),

Cc: DMH/DD/SAS Executive Leadership Team  
Mabel McGlothlen  
Yvonne Copeland

